MEMORANDUM FOR THE RECORD

SUBJECT: Clearance Procedures for OSI Officers

STATINTL
1. On 29 January 1963 I checked again with ██████████ OTR Security O, re clearance procedures and badging procedures. He indicated that the standard clearances are required, ie, Names, Serial Numbers, Branch of Service, and certification of security clearance, as well as pictures for badges, etc. He further indicated that the badges should be non-escort visitors' badges. He stated that the minimum lead time for clearance and preparing badges would be one week.

STATINTL
2. With this information I contacted ██████████████ to check as to how our understanding on the above matters proceeded at the moment. She said to me: "My office will get the information from OSI, and will pass the request for clearance and badges to Office of Security, and then on to OTR. I repeated this back to her and she confirmed.

STATINTL
3. I informed ████████ of the above matter. He said he understood what I said, but that he had personal reservation as to whether or not this might be the best way. He said this sort of thing has happened before, and there have been several slips, although on the other hand in a great majority of the times no slips have occurred. I told him thanks for the info, and that he was informed and let it go at that.

STATINTL

██████████

DOC _32_ REV DATE _12/01/8✓_ BY _018995_
ORIG COMP ____ OPI _11_ TYPE _O1_
ORIG CLASS _M_ PAGES _1_ REV CLASS _11_
JUST _____ NEXT REV _____ AUTH: HR 10-2